



PM Study Session Notes

Sunday February 10, 2002
2 to 5pm
2200 X Street, Sacramento, CA

Type of meeting: Study Session for PM Exam **Scribe** Linn

Attendees: Christa Engle, Linn Hom, Colleen Kashiwagi, Stephen Kayner, Emilia Labi, Frank Limacher, Norm Masters, Gene SooHoo, Phil Shipley, Eva Steward, Holly Ziegler

Apologies: Jim Watkins

----- Session Topics -----

Chapter 8: Project Quality Management	Norm	65 minutes
Break	All	10 minutes
Chapter7: Project Cost Management	Frank	60 minutes
Open Discussion	All	5 minutes

Other Information

Diskettes Linn
Linn distributed diskettes to the group. The disk contained all the notes, materials covered and PM study session notes to date.

Today's session started with Norm, since Frank was running a bit late.

Chapter 8: Project Quality Management

Presenter: Norm

Format: Discussion, Review of Project Quality Management Project Management Processes, Quality Terms and Concepts, Costs of Quality, Costs of Non-Quality, Who's Who in Quality, Pareto's Analysis, Cause and Effect Diagram, Questions (fill-in-the-blank) and match the Definition and Term

Chapter 7: Project Cost Management

Presenter: Frank

Format: Review of terms covered in Test Prep in more detail: Discount Rate Comparison, Present Value, Monte Carlo and Standard Deviation (Motorola).

Open Discussion

Approach to the exam:

Steve's approach is not to memorize everything but to understand the concepts and apply it to the exam questions.

Read PMBOK and reference books: Principles to PM, Organizing Projects for Success and Human Resources. The Quality and Risk book are ok, plus Norm did a fabulous job in providing "cliff notes" from the Quality book.

Next week's session:

Chapter 9: Project Human Resources (Gene) and Chapter 10: Project Communication Management (Eva)

Key words

Decomposition
Progressive elaboration
Iterative

Test Dates

Who	Date
Linn	3/18
Steve	3/23
Norm	3/25

Question(s):

Stumper question from Linn: What two Knowledge Areas that have two Project Management Processes that share the same Tools and Techniques?

Answer: Cost Estimating and Cost Budgeting; Quality Planning and Quality Assurance

Carryover Questions:

What is the difference between duration/calendar days?

Why is lead time using duration days?

Why is lag time using calendar days?

Stumper question from Phil: What is the major difference between decomposition in Activity Definition and Scope Definition?

Answer: The output for Activity Definition is activities and Scope Definition is deliverables.

Stumper question from Christa: What is the Monte Carlo technique in simulation analysis?

Stumper question from Linn: What is refinement? Revisions? Reworks?

Answer: Refinements = WBS updates (6.1.3.3)

Revisions = schedule updates (6.5.3.1)

Rework = Action taken to bring a defective or nonconforming item into compliance with requirements or specifications. (8.3.3.3)

Stumper question from Holly? What are resourced-based methods?

Answer: Resource levelling often results in project duration that is longer than the preliminary schedule. This technique is often called the resource-based methods. P.76.

Options: PERT, GERT, CMP and duration analysis, ES (early start), EF (early finish), LS (late start), LF (late finish), TF (total float), FF (free float), and Critical Path